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Transition Action Plan

Don Norrell

June 24, 2009

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Debt Management Plan

- Will be presented to the Board on July 22
- Consider financing plan for new fire stations, refinancing of existing debt
- Review financing methods / potential for GO bond financing
- Discuss timing / issues with bonding and other financing

Budget and Long Range Plan

- Recommended 2010 Budget will be presented on July 29
 - ✓ Consolidated budget for continuation of existing services / service improvements
 - ✓ Capital improvement projects / five year plan
 - ✓ Debt financing / new projects and refinancing
 - ✓ Projections for reserve requirements / operating, capital replacement, economic development
- Budget meetings to begin in late July (can expect approximately five meetings)

Implement Change from Assessments to a Property Tax Levy

- Contract in place with JR Moore for tax billing and tax collections
- JR Moore will take over collection of delinquent assessment accounts in 2010
- Working with JR Moore's office to complete taxation publication requirements
- Must set tax rate by September 1

Combined Compensation / Benefit Plan Structure

- Executive Committee and Board will discuss retirement plan options in July
- Discuss details of pay plan structure and proposed benefit structure in October
- Waters Consulting will make the October presentation
- Impact of proposed changes to be included in budget

Long Term Law Enforcement Strategy

- Plan to improve community policing will be presented as part of 2010 budget plan
- Major considerations / cost and timetable for implementation
- Consider as part of the 2010 budget process

Facilities Planning Process

- Developing alternatives and costs / various options
- Will update Board in July as part of debt management plan discussion
- May take longer than expected to consolidate into a single “combined” administrative facility

Community Planning and Visioning Process

- Started in February / should wrap up today
- Staff will use as the framework for 2010 budget and long range plan
- Should be viewed as a “living” document / reviewed annually

Keeping Public Informed

- Ongoing process / web site and articles in community magazine
- Expect increase in frequency of articles / public information in last half of 2009

Keeping Employees Informed

- Ongoing process
- Next all employee meeting is tomorrow
- Will discuss transition, legislation and update employees on retirement plan matters
- Providing monthly updates and answers to frequently asked questions

Community Associations / Transfer of Responsibilities and Assets

- Legislation is in place
- Implement processes for final transfer of responsibilities
- Work with legal counsel to accomplish by year end
- Transfer of assets expected to be completed by January 2010

Re-branding to The Woodlands Township

- Changing facility signage / vehicle logos / stationary and support materials
- Staff is developing plan for change over
- Accomplish in early 2010

Consolidation of Services and Functions

- Staff continues to work on plan for service consolidation in 2010, including but not limited to:
 - Facility maintenance
 - Information Technology
 - Financial Management
 - Human Resources
 - Purchasing and contract management
 - Covenant and Records Management
- Will address in the 2010 budget plan

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